

PUBLIC RELEASE FOR THE SPECIAL MILK PROGRAM
(Make appropriate changes as applicable to reflect your program data)

This is the public release that was sent to (Names of news media outlets and major employers contemplating layoffs) on _____ (date).

(**Local school [district]**) today announced its' policy for free milk for children unable to pay the full price for milk served under the Special Milk Program. Each school and the office of the (**central office**) has a copy of the policy, which may be reviewed by any interested party.

The following household size and income criteria will be used in determining eligibility. Children from households whose income is at or below the levels shown are eligible for free milk.

INCOME CHART			
Effective July 1, 2008 to June 30, 2009			
Household Size	Annual	Monthly	Weekly
1	13,520	1,127	260
2	18,200	1,517	350
3	22,880	1,907	440
4	27,560	2,297	530
5	32,240	2,687	620
6	36,920	3,077	710
7	41,600	3,467	800
8	46,280	3,857	890
For each additional member add	+4,680	+390	+90

Application forms are being sent to all homes with a letter to parents or guardians. To apply for free milk, households should fill out the application and return it to the school. Additional copies are available from the principal's office in the school(s). The information provided on the application will be used for the purpose of determining eligibility and may be verified at any time during the school year by school or other program officials.

For school officials to determine eligibility, households receiving food stamps or TAFI must list the child's name, their food stamp or TAFI case number and the signature and name of an adult household member. Households not receiving food stamps or TAFI must list: Names of all household members; the name and Social Security number of the primary wage earner or the household member who signs the application, and the entire household income with

the amount and source of the income received by each household member. The signature of the adult household member who signs the application certifies that the information provided is correct.

Applications may be submitted at any time during the year.

Under the provisions of the Special Milk Program (**title of determining official[s]**) will review the applications and determine eligibility. Parents or guardians dissatisfied with the ruling of the official(s) may wish to discuss the decision with the determining official(s) on an informal basis. Parents wishing to make a formal appeal may make a request either orally or in writing to (**Name, address, and telephone number of the hearing official**) for a hearing on the decision.

In certain cases, foster children are also eligible for school milk benefits. If a household wants to apply for benefits for foster children living with them, the household should contact the school for more information.

The information provided by the household is confidential and will be used only for the purposes of determining eligibility and verifying data.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 14th and Independence Avenue, SW, Washington, D.C. 20250-9410 or call (800) 795-3272 or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer."